



CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE
DEPARTMENT OF STATE

DIVISION OF PROFESSIONAL REGULATION

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PUBLIC MEETING MINUTES:	BOARD OF ARCHITECTS
MEETING DATE AND TIME:	Wednesday, July 6, 2011 at 1:30 p.m.
PLACE:	861 Silver Lake Blvd., Conference Room B, Second floor, Dover, Delaware
MINUTES APPROVED:	September 7, 2011

MEMBERS PRESENT

Joseph Schorah, Public Member, Secretary
Kevin Wilson, RA, Professional Member
John Mateyko, RA, Professional Member
Peter H. Jennings, RA, Professional Member
Kenneth Freemark, RA, Professional Member, President
Prameela Kaza, Public Member
Brian Lewis, Public Member
Jean McCool, RA, Professional Member
Elizabeth Happoldt, Public Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL

Andrew Kerber, Deputy Attorney General
Nicole M. Williams, Administrative Specialist II

ABSENT

None

OTHERS PRESENT

Nancy Payne of the Delaware AIA

1.0 Call to Order

Mr. Freemark called the meeting to order at 1:36 p.m.

2.0 Review and Approval of Minutes

The Board reviewed the minutes of the June meeting. Mr. Freemark made a motion to accept the minutes as submitted, seconded by Ms. Kaza. Motion carried unanimously.

3.0 Unfinished Business

Update from the Annual NCARB Meeting Attended by Mr. Wilson and Mr. Jennings

Mr. Wilson provided a brief update to the Board. He stated that the meeting was very informative. Mr. Wilson stated that there was a lot of caucusing among the States which was very good for the business and that DE had an equal voice as all the other States. All resolutions passed and the biggest resolution was the one regarding setting model law for CE standards and NCARB is encouraging all 50 states to adopt the model law language. Mr. Jennings advised that the Board will just have a rule revision to adopt the new model law. Mr. Jennings stated that another model law developed provided provisions to cover pregnancy as a medical issue regarding continuing education. The Board briefly discussed. Mr. Jennings and Mr. Wilson are the designated committee members to discuss the new passed resolutions for revising the current regulations. Mr. Freemark advised to add this topic to the agenda for the September meeting.

Mr. Wilson also advised that there was an amendment to the resolution which passed that states that NCARB can dismiss a state from NCARB if their dues are not paid.

Mr. Jennings advised that another resolution regarding auditing licensees involves using the NCARB committee to review and audit files.

The Board will review and discussed the proposed regulation changes at the September 7th meeting.

Update to Discussion of Meeting with Mr. Collins on 6/1/11

Mr. Collins was not yet in attendance, therefore the Board moved on to agenda item 4.0. New Business. The Board later reconvened back to this agenda item and Mr. Collins addressed the Board and stated that he had no further update regarding their discussion. There was no further discussion by the Board.

4.0 New Business

Review of Certificate of Authorization Applications: AECOM Technical Services, Inc. (CA)

Mr. Wilson made a motion to ratify the above issued COA, seconded by Ms. Kaza. Motion carried unanimously.

Review of Reciprocity Applications – NCARB Certificate – Ratify Listing

Kevin Ratigan
David Sanders
Harischandra Wijayasiri
Thomas Kamm
Jeffrey Lewis
Robert Amatuli
Stephen Muse
Donald Flynn
Kevin Dowell
Keith Mock
Claude Louvouezo
Thomas Curtis
Alice Deupree

Mr. Wilson made a motion, seconded by Ms. Kaza to ratify the above listing of approved NCARB certified architects. Motion carried unanimously.

Status of Complaint 07-04-06

Ms. McCool advised that the complaint has been dismissed.

Mr. Collins entered the meeting at 1:53 p.m.

Mr. Freemark advised of additional updates, 07-05-10, 7-06-10, 07-10-10 and 07-11-10, which were all dismissed for the exception of one. One complaint involved a licensed architect working for a company that is not an architect firm although the firm is currently applying for a COA. Mr. Jennings advised that it is not illegal to have one full time architect working for a firm that is not an architect firm in DE.

Ms. Happoldt inquired if the complaints are being investigated as they were at the time the complaint was originally filed or as things are now because there seems to be some lag in time in the complaint process. Mr. Freemark advised that the complaints are investigated as they were at the time of the initial complaint.

5.0 Other Business Before the Board (for discussion only)

There was no other business before the Board for discussion.

6.0 Public Comment

There was no public comment.

7.0 Next Scheduled Meeting

The next meeting will be held on August 3, 2011 at 1:30 p.m. in Conference Room B, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

Ms. Williams stated that there was a correction to the next meeting date. There is no meeting in August, therefore the next Board meeting will take place on September 7th at 1:30 p.m.

8.0 Adjournment

With no further business before the board, Ms. McCool made a motion to adjourn the meeting, seconded by Mr. Jennings. The motion carried unanimously. The meeting adjourned at 2:07 p.m.

Respectfully submitted,



Nicole M. Williams
Administrative Specialist II